



ABN 51 069 519 508

PTY LTD

Licensed Estate Agents and Auctioneers, Members R.E.I.V.

PHONE: 5441 4555 FAX: 5441 3088

IMPORTANT
PLEASE READ CAREFULLY

To help us process your application in the most efficient way, and as quickly as possible, please ensure you have included **ALL** details on the application form.

Please make sure all reference contact numbers can be contacted **during business hours** and you have included contact numbers for both current and previous landlords. *Do not use friends or family members, as we do require rental references.*

Please specify the **actual date** you wish to move in, and also include the length of the lease you require.

You will need to provide Bendigo Real Estate with a *copy of your Driver's Licence* or some other kind of formal identification with your application.

Every adult who intends on occupying the property will need to fill out an application form.

IMPORTANT NOTE: If you are the successful applicant for a property, it is the policy of Bendigo Real Estate that the BOND OF 4 WEEKS RENT, PLUS AT LEASE 2 WEEKS RENT, MUST BE PAID TO OUR COMPANY EITHER BEFORE OR AT THE TIME OF SIGNING OF THE LEASE. THE SIGNING OF THE LEASE MUST TAKE PLACE WITHIN 48 HOURS OF YOUR ACCEPTANCE OF THE PROPERTY AND RECEIVING THE LEASE. FAILURE TO DO SO MAY RESULT IN THE PROPERTY BEING GIVEN TO THE NEXT SUCCESSFUL APPLICATION.

Keys to the property will not be given to the successful applicant until all of the above monies have been paid.

Thank you for your assistance.

**PLEASE MAKE SURE YOU SIGN
THE PRIVACY STATEMENT
ON THE BACK OF THIS PAGE**

Chloe, Jacky, Xavier, Eilish and Nicoletta

TENANT PRIVACY STATEMENT

All property managers must ensure that you fully understand the National Privacy Principles and the manner in which we must use your private information in order to carry out our role as a professional property manager. Please take the time to read this Privacy Statement carefully and once completed, return it to the office with your tenancy application.

As professional property managers Bendigo Real Estate Pty Ltd collects personal information about you. You can ask for access to the personal information we have about you, by contacting us via:

Telephone: 5441 4555
Facsimile: 5441 3088
Email: rentals@bendigorealestate.com.au
In person at 58 Queen Street, Bendigo

PRIMARY PURPOSE

As professional property managers, we collect your personal information to assess the risk in providing you with the lease/tenancy of the premises you have requested and if the risk is considered acceptable, to provide you with the lease/tenancy of the premises.

To carry out this role and during the term of your tenancy, we usually disclose your personal information to:

- . The Landlord
- . The Landlord's Lawyers
- . The Landlord's mortgagee/insurer's
- . Referees you have nominated
- . Organisations/Trades people required to carry out maintenance to the premises
- . Rental Bond Authorities
- . Residential Tenancy Tribunals Courts
- . Mercantile Agents
- . National Tenancy Database Pty Ltd (ABN: 65 079 105 025) ("NTD")
- . TICA (Default Tenancy Control Pty Ltd (ABN 84 087 400 379)
- . Other Real Estate Agents & Landlords

If your personal information is not provided to us and you do not consent to the uses to which we put your personal information, we cannot properly assess the risk to our client, or carry out our duties as professional property managers. Consequently, we then cannot provide you with the lease/tenancy of the premises.

NTD DISCLOSURE STATEMENT

You can contact National Tenancy Database and ask for access to any of your personal information stored on the database by writing to us at:
Postal Address: GPO BOX 13294, George Street, Brisbane QLD 4003
Email: info@ntd.net.au
Fax: 07 3009 0619
Telephone: 1300 563 826

For further information about NTD and NTD's Privacy Policy, visit our Website: www.ntd.net.au

Please note, when requesting a copy of the personal information we hold about you, proof of identity will be required e.g. Australian driver's licence, passport etc. We collect the following information in accordance with the NPPs for the purpose of operating a tenancy database for risk management and risk assessment purposes and for identify verification. Generally, this information is collected from our members.

>Full name, date of birth, gender and driver's licence number, occupation.

>Current and previous rental addresses.

>Contact details (phone, fax and email)

>Details of rental history

Generally, personal information is used and disclosed for the purposes for which it was collected. The purposes for which we collect your personal information area:

>Provision of a database for the use of property managers, and real estate agents for risk assessment and risk management purposes

>Provision of information to third parties with regard to your tenancy Including but not limited to your landlord, your landlord's mortgagee or insurer, residential tenancy tribunals and courts, rental bond boards, mercantile agents, related corporate entities, Government agencies and departments and, in the case of commercial leases, to credit bureaus. In addition, there may be circumstances where we are required or authorised by law to disclose your personal e.g. to an Ombudsman, tribunal, court, law enforcement agency or government department. If you're personal information is not provided to NTD, the real estate agent property manager will not be able to carry out their professional responsibilities and may not be able to provide you with a lease tenancy of the premises. By signing this document, you consent to the collection, use and disclosure of your personal information for purposes set out above.

SECONDARY PURPOSES

We also collect your personal information to:

Enable us, or the Landlord's lawyers, to prepare the lease/tenancy documents for the premises.

Allow organisations/trades people to contact you in relation to maintenance matters relating to the premises.

Pay/release rental bonds to/from Rental Bond Authorities (where applicable)

Refer to Tribunals, Courts and Statutory Authorities (where necessary)

Refer to Mercantile Agents/Lawyers (where default enforcement action is required)

Refer to Landlord's Insurer's

Report your conduct as a tenant on the National Tenancy Database (NTD)

Report your conduct as a tenant on TICA

TICA DISCLOSURE STATEMENT

As the TICA Group may collect personal information about you, the following information about the TICA Group is provided in accordance with the National Privacy Principles in the Privacy Act 1988. TICA Default Tenancy Control Pty Ltd (ABN 84 087 400 379) is a tenancy database that records tenants personal information for its members including tenancy application inquiries and tenancy history. TICA Assist Pty Ltd (ABN 28137 488 503) is a database company that records information from mercantile agents and associated industries. In accordance with the National Privacy Principles you are entitled to have access to any personal information that we may hold on any of our databases. To obtain your information from TICA Group proof of identity will be required and can be made by any of the following ways Phone: 1902 220 346 calls are charged at \$5.45 per minute including GST (higher from mobile or pay phone) Mail: TICA Public Inquiries PO BOX 120, CONCORD NSW 2137 a fee of \$14.30.

PRIMARY PURPOSE

The TICA Group collects information from its members and provides such information to other members as a risk management system for the purpose of assessing a tenancy application. The TICA Group does not provide any information that it collects to any other individual or organization other than its own group of companies for any other purpose other than assessing a tenancy application or risk management system or locating system other than government departments and or agencies allowed by law to obtain information from the TICA Group. The personal information that the TICA Group may hold is as follows Name, date of birth, driver's license number, proof of age card number and or passport number (except Australian) and address at time of making a tenancy application, comments made by a TICA member in relation to your tenancy, which members you rented through and which members you applied to and which members are seeking you.

SIGNED BY THE APPLICANT

(SIGNATURE)

(PRINT NAME)



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58 QUEEN STREET, BENDIGO 3550 PHONE: 5441 4555 FAX: 5441 3088

RENTAL APPLICATION

DATE: / /2016

PROPERTY DETAILS

Property Address	Weekly Rental Willing to Pay
1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____

Property Manager: Chloe Jacky Xavier Eilish Nicoletta

Date you would like Lease to commence: _____

Term of Lease: 6 months 12 months Other _____ Bond: DOH Own

How many people will normally occupy the property? *Each adult will be required to complete a separate application.*

Adults: _____ Children: _____ Ages of Children: _____

Do you have any pets? Yes No (If yes, number and breed) _____

PERSONAL DETAILS

Mr Mrs Ms Miss

Surname: _____

Given Names: _____

Driver's Licence No. and/or Passport: *(Please provide copy)* _____

Date of Birth: _____

Phone No.: Business _____ Home: _____ Mobile: _____

Email Address: _____

APPLICANT HISTORY

Current Address: _____

Period of occupation at property: _____ Rent paid: \$ _____

Name of Landlord/Agent: _____ Phone: _____

Reason for leaving: _____

Previous Address: 1: _____

Period of occupation at property: _____ Rent paid: \$ _____

Name of Landlord/Agent: _____ Phone: _____

Reason for leaving: _____

APPLICANT HISTORY

CURRENT EMPLOYMENT:

Occupation: _____ Current Employer: _____
Employer's Address: _____
Contact Name (payroll/manager): _____ Contact No.: _____
Period of employment: _____ Net weekly income: \$ _____

SELF EMPLOYMENT DETAILS:

Company Name: _____ Business Type: _____
Business Address: _____
Position Held: _____ ABN: _____
Accountant Name: _____ Phone: _____
Accountant Address: _____
Net weekly income: \$ _____

OTHER SOURCES OF INCOME (IE CENTRELINK):

Net weekly income: _____ Source(s): _____

PREVIOUS EMPLOYMENT:

Occupation: _____ Previous Employer: _____
Employer's Address: _____
Contact Name (payroll/manager): _____ Contact No.: _____
Period of employment: _____ Net weekly income: \$ _____

REFERENCES

(Family and Friends NOT PERMITTED)

Name: _____ Phone No.: _____

Relationship to you: _____

Name: _____ Phone No.: _____

Relationship to you: _____

Name: _____ Phone No.: _____

Relationship to you: _____

EMERGENCY CONTACTS

Name: _____ Phone No.: _____

Relationship to you: _____

Name: _____ Phone No.: _____

Relationship to you: _____



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Foxie will contact you to arrange your utilities connections. You will be advised of any associated terms and conditions, including any standard connection fees that may apply. Once you have chosen your utility provider, Foxie may then need to disclose your personal information to the selected utility company. Foxie and your Agent may receive a benefit for arranging your services. Foxie and your Agent are unable to accept responsibility for any delay or failure to connect your utility services.

Foxie is committed to protecting the confidentiality of your personal information and will at all times handle your personal details in accordance with Foxie's privacy policy available on the Foxie website. Contact Foxie at www.foxie.com.au or call 1800 275 369.

I do NOT want to be contacted by Foxie Utility Services